

**LISTING OF CLAIMS**

1. (currently amended) A method for indicating user access status for each of a plurality of users of collaborative groupware software, said user access status indicating whether each particular user has ever accessed at least one document of said groupware, said method comprising the steps of:

(a) displaying a status row bar in a view window of each user; and

(b) automatically providing a user access status indication indicating the user access status for every user of each document of said groupware in said displayed status row bar, said user access status indication being viewable by all of said plurality of users of the groupware.

2. (canceled)

3. (previously presented) The method according to claim 1, wherein when the users are divided into groups, and wherein said user access status indication further shows

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what percentage of the users of each group have read each document for each group.

4. (previously presented) The method according to claim 1, wherein when the documents are divided into document groups, each of which consists of a plurality of documents, said method further comprising displaying a document group status indication showing whether at least one of the documents in each document group has not been read for each document group.

5. (original) The method according to claim 1, wherein said status indication is provided by colors or patterns.

6. (currently amended) An apparatus for carrying out a method of indicating a user access status regarding access to at least one document of collaborative groupware software for each of a plurality of users of groupware, said user access status indicating whether each user has ever accessed at least one document of said groupware, said apparatus comprising:

a server connected to a network comprising a status determining component for automatically determining and

updating user access status for every user of said plurality of users and a status database for storing a plurality of user access status indications; and

at least one display device for displaying said user access status indications viewable by all of said plurality of users of groupware.

7. (canceled)

8. (previously presented) The apparatus according to claim 6, wherein said server further comprises a status update component, wherein when a user changes a document to provide an updated document, the statuses of the other of said plurality of users are automatically set to "not read" in said status database for said document.

9. (previously presented) The apparatus according to claim 8, further comprising a mail generation component from which a mail is sent to members of a specific group who have not read the updated document.

10. (currently amended) A program storage device readable by machine, tangibly embodying a program of

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instructions executable by the machine to perform method steps for indicating user access status for each of a plurality of users of collaborative groupware software, said user access status indicating whether each particular user has ever accessed at least one document of said groupware, said method comprising the steps of:

(a) displaying a status row bar in a view window of each user; and

(b) automatically providing a user access status indication indicating the user access status for every user of each document of said groupware in said displayed status row bar, said user access status indication being viewable by all of said plurality of users of the groupware.

11. (previously presented) The method according to claim 1 wherein said user access status indicates whether a user has changed a document.

12. (previously presented) The method according to claim 11, wherein when a user changes a document, the user access status indication for the other of said plurality of users is automatically updated to "not read".

13. (previously presented) The apparatus according to claim 6 wherein when the users are divided into groups, said user access status indication further shows what percentage of the users of each group have read each document for each group

14. (previously presented) The apparatus of claim 6 wherein when the documents are divided into document groups, each of which consists of a plurality of documents, said method further comprising displaying a document group status indication showing whether at least one of the documents in each document group has not been read for each document group.

15. (previously presented) The apparatus of claim 6 further comprising a manager operation section connected to said network and comprising a manager input device and a manager screen.

16. (previously presented) The apparatus according to claim 6 further comprising a user operation section connected to said network and including at least one user screen and at least one user input device.

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17. (previously presented) The apparatus according to claim 6, further comprising a mail generation component from which a mail is sent to members of a specific group who have not read the document.

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